



KAY IVEY
GOVERNOR

STATE OF ALABAMA
DEPARTMENT OF MENTAL HEALTH
TAYLOR HARDIN SECURE MEDICAL FACILITY
1301 JACK WARNER PARKWAY NORTHEAST
TUSCALOOSA, ALABAMA 35404-1060
205-462-4500
WWW.MH.ALABAMA.GOV



KIMBERLY G. BOSWELL
COMMISSIONER

KIMBERLY MCALPINE,
FACILITY DIRECTOR

AN EQUAL OPPORTUNITY EMPLOYER
REANNOUNCEMENT OF INTENT TO FILL A NON-MERIT SYSTEM POSITION

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|----------------------|---|---------------------|----------|
| JOB TITLE: | Administrator IV <i>(Must have flexible availability/willingness to work some nights and weekends)</i> | NUMBER: | 21-08 |
| JOB CODE: | A2500 | DATE: | 11-19-21 |
| JOB LOCATION: | Taylor Hardin Secure Medical Facility 1301 Jack Warner Parkway Northeast Tuscaloosa, AL 35404 | POSITION NO: | 8820438 |
| SALARY RANGE: | 79 (\$53,707.20 - \$81,813.60) | | |

MINIMUM QUALIFICATIONS: Master's degree in Social Work, Psychology, Rehabilitation or other related field. Experience (24 months or more) in the mental health field, including some experience (12 months or more) in the area of supervision.

OR

Bachelor's degree in Social Work, Psychology, Rehabilitation or other related field. Considerable experience (48 months or more) in the mental health field, including experience (24 months or more) in the area of supervision.

KIND OF WORK: Serves as Clinical Programs Coordinator. Plans, develops, implements, and analyzes clinical and administrative programmatic and treatment objectives. Responsible for coordinating and monitoring levels program at Taylor Hardin Secure Medical Facility to enhance patients' readiness for and work toward recovery. Work with other staff to further implement psychiatric rehabilitation philosophy into patient care. Develop and implement activity programming for levels program to maximize patients' strengths and skills acquisitions. Conduct individual and group sessions with patients to engage them in treatment and assist them to meet recovery goals. Coordinate therapeutic outing activities for patients to enhance their readiness for discharge.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Knowledge, skill, and experience in mental health. Ability to interact professionally with patients, families, and other disciplines. Ability to formulate and express ideas in a clear and concise manner. Must possess good writing and communication skills.

METHOD OF SELECTION: Applicants will be rated on the basis of an evaluation of their training, experience and education, and should provide adequate work history identifying experiences related to the duties and minimum qualifications as mentioned above. All relevant information is subject to verification.

Serve • Empower • Support

Drug screening required. Security Clearances will be conducted on prospective applicants being given serious consideration for employment and whose job requires direct contact with clients.

HOW TO APPLY: Use an Application for Professional Employment (Exempt Classification) which may be obtained from our website at www.mh.alabama.gov. **Only work experience detailed on the application will be considered.** Applications should be submitted by the deadline to be considered. Announcements open until filled will remain open until sufficient applicant pool is obtained. Applications should be submitted as soon as possible to ensure the application will be considered for the position. Copies of License/Certifications should be uploaded with your application. A copy of the academic transcript is required. Appointment of successful candidate will be conditional based on receipt of the official transcript provided by the school, college, or university.

DEADLINE: **Until Filled**

JOINT COMMISSION ACCREDITED/EQUAL OPPORTUNITY EMPLOYER.

Click Here to Apply:
<https://laserfiche.alabama.gov/Forms/ADMH-Job-Application>